

COMPENSATION BOARD DOCKET #20/04

October 23, 2019

307-20-04: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFFS/ SUPERINTENDENTS	October 16, 2019 Officers request to transfer accumulated Vacancy Savings to Temporary/Office Expense categories.		\$0.00	Approved per the Compensation Board's FY20 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested
405	307	Albemarle-Charlottesville RJ	10/16/2019	Vacancy Savings	Temporary	\$10,026.38	\$10,026.38
450	307	Riverside Reg. Jail	10/21/2019	Vacancy Savings	Temporary	\$308,974.50	\$308,974.50
480	307	New River Valley Reg. Jail	10/2/2019	Vacancy Savings	Office	\$332,827.72	\$214,338.10
485	307	Blue Ridge Reg. Jail	10/16/2019	Vacancy Savings	Temporary	\$66,017.17	\$66,017.17
495	307	Meherrin River Reg. Jail	10/9/2019	Vacancy Savings	Office	\$212,294.75	\$111,620.30
496	307	RSW Reg. Jail	10/16/2019	Vacancy Savings	Office	\$76,344.97	\$76,344.97
						\$1,006,485.49	\$787,321.42

BRISTOL	SHERIFF	October 11, 2019 Officer requests to transfer base Turnover Savings in the amount of \$9,077 to base Temporary Salary Funds.	\$0.00	Approved per the Compensation Board's FY20 Budget Priorities and Policies. This is a base budget transfer.
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FIPS	Office Code	Locality Name	Request Date	From Category	To Category	Amount Available	Amount Requested	Pro-Rated
520	307	Bristol	10/11/2019	Turnover	Temporary	\$9,077	\$9,077	\$5,294.92

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MASTER DEPUTY PROGRAM AUDIT	MASTER DEPUTY AUDIT COMMITTEE	<p>10-19-2019 The Master Deputy Committee reports the results of the Master Deputy Program Audit.</p> <p>The following offices have met all necessary requirements and no further action is required:</p> <ul style="list-style-type: none"> • Accomack County • Bedford County • Grayson County • James City County • King George County • Northampton County • Patrick County • Pittsylvania County • Southampton County • Westmoreland County • Wise County • City of Hampton • City of Norfolk • City of Portsmouth • Western Tidewater Regional Jail • Southwest VA Regional Jail • Middle River Regional Jail <p>The following offices passed the audit, but additional information has been requested by the committee before December 31, 2019, otherwise the individuals are recommended for removal from the Master Deputy program:</p> <ul style="list-style-type: none"> • Lancaster County • Powhatan County • Scott County • Northwestern Regional Jail 		\$0.00	Approved as recommended. The Compensation Board wishes to thank the members of the Audit Committee for their time and assistance.

307-20-04: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
DICKENSON COUNTY	SHERIFF	<p>9-24-2019 - At its meeting on June 26, 2019, the Compensation Board deferred action on the officer's request for reconsideration of the position reallocation policy and the potential reduction of 1 permanent L7 or CS7 in FY20.</p> <p>The Compensation Board further requested that the officer provide an update regarding the status of workload data related to court services in the Compensation Board Staffing Standards as part of the justification for the request. Staff presents updates to the Court Services staffing standard based upon updates to data presented for consideration.</p> <p>Staff notes that according to projected CY19 data, this office is anticipated to no longer exceed the court services staffing standard by one full position. Although the combined total positions due for Law Enforcement and Court Services is -1.06 (-0.76 CS; -0.30 LE), this office is not projected to be in excess of 1 full position in either Law Enforcement or in Court Services, and therefore would not be subject to losing a position under the position reallocation policy.</p>	\$0.00	The Compensation Board approved a one-time exception to the position reallocation policy based upon the information provided by the officer correcting court days and mental health transport data and projecting CY19 data based upon the months of Jan-June 2019. The Board requests that staff update COIN to reflect corrections to the CY18 data.

FIPS	LOCALITY	CY18 CIRCUIT CT DAYS	CY18 GD COURT DAYS	CY18 JDR COURT DAYS	CY18 PAPERS REC'D (3 YR AVG)	CY18 MENTAL HEALTH TRIPS IN JURIS	CY18 MENTAL HEALTH TRIPS OUT OF JURIS	CY18 TOTAL HOURS	FY20 Adj CS HAVE	TOTAL ADD'L CS DUE	ADD'L CS+L E DUE	Results
051	Dickenson	110	42	86	9,988	9	30	7,940	6	-1.46	-1.76	CY18 Data Before Correction
051	Dickenson	110	44	95	9,988	36	30	8,109	6	-1.37	-1.67	CY 18 Data After Court Days and MH Correction
051	Dickenson	124	48	98	11,599	8	44	9,174	6	-0.76	-1.06	Projected CY19 Data based upon Jan-June 2019. Data estimated for Court Days, MH Trips, and Papers Received

772-20-04: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
CAREER PROSECUTOR PROGRAM AUDIT	CAREER PROSECUTOR AUDIT COMMITTEE	<p>October 8, 2019 -The Career Prosecutor Audit Committee reports the results of the Career Prosecutor Program audits. The following offices have met all necessary requirements and no further action is required:</p> <ul style="list-style-type: none"> • Albemarle County • Chesapeake City • Chesterfield County • Floyd County • Hanover County • Lynchburg City • Newport News City • Roanoke City • Suffolk City • Virginia Beach City <p>The following office has met all necessary requirements and is approved but with identified comments:</p> <ul style="list-style-type: none"> • Winchester City <p>Additional documentation regarding specific program requirements has been requested by the committee for specified auditee(s) and must be submitted by November 29, 2019, otherwise the auditee(s) will be promptly removed from the Career Prosecutor Program:</p> <ul style="list-style-type: none"> • Fairfax County <p>Specified auditees did not meet requirements and must be promptly removed from the Career Prosecutor Program:</p> <ul style="list-style-type: none"> • Fairfax County • Appomattox County <p>The Career Prosecutor Audit Committee recommends no amendments to the Career Prosecutor Program at this time.</p>		N/A	Approved as recommended. The Compensation Board wishes to thank the members of the Audit Committee for their time and assistance.

772-20-04: COMMONWEALTH'S ATTORNEYS

NEW BUSINESS:

CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	COMMONWEALTH'S ATTORNEYS	Officer(s) request an exception to the Substitute Prosecutor 60-day reimbursement policy. Expenses for travel for the cases below were received by the Compensation Board after the 60-day reimbursement period.	\$504.94	Approved as a one-time exception to policy, based upon the specific circumstances stated by the officers.

FIPS	Office	Locality	Prosecutor	Expenses From - To	Defendant	Total
003	772	Albemarle County	Jeffrey Haislip	02/21/19-02/21/19	Fernando Enrique Garay	\$26.46
191	772	Washington County	Aaron M Gillespie	03/29/19 – 06/24/19	George Barker	\$325.96
550	772	City of Chesapeake	S. Ivette Kuyateh	03/20/18-04/05/18	Robin Renee Lewis	\$23.76
700	772	City of Newport News	Susan Walton Johnson	06/12/2019	Samantha Paige Overton	\$30.16
700	772	City of Newport News	Susan Walton Johnson	05/02/19-06/17/19	Joyce Elizabeth Powell	\$60.32
810	772	City of Virginia Beach	Oksana V. LaBounty	05/02/19-05/09/19	Ann Ramer	\$38.28
		Total				\$504.94

773-20-04: CIRCUIT COURT CLERKS

NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
BEDFORD COUNTY	CIRCUIT COURT CLERK	<p>September 18, 2019 Officer requests additional Temporary Funding in the amount of \$31,182.67. This is equivalent to position 00002, MACD in the amount of \$46,774 from November 1, 2019 to June 30, 2020. The special election will be held on November 3, 2020.</p> <p>This request for "additional" funding is made in lieu of a request to transfer these funds to Temporary Funds budget, as I understand that the Compensation Board's interpretation of §24.2-226 and 228 is that position 00002 MACD is not vacant during the period in which I am the Acting Circuit Court Clerk, consequently funds cannot be transferred from this position.</p>		\$0.00	Approved at no additional cost to the Compensation Board.
PRINCE EDWARD	CIRCUIT COURT CLERK	<p>October 02, 2019 Officer requests in accordance with §15.2-1606 to reimburse the County of Prince Edward for Defense Counsel at \$1,106.25.</p> <p>Staff notes that memo dated March 29, 2019 from the Division of Risk Management states that counsel would not be provided in this case as the Plaintiff was not seeking monetary damages from the Circuit Court Clerk. Pursuant to §15.2-1606, the Judge appointed counsel to defend the officer in this matter.</p>		\$1,106.25	Approved in accordance with §15.2-1606, <u>Code of Virginia</u> .

771-20-04: COMMISSIONERS OF THE REVENUE

NONE.

774-20-04: TREASURERS

NONE.

OTHER MATTERS

NEW BUSINESS:

REGULAR DOCKET					
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.	MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #20/03.	N/A	Approved.
2.	COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, November 20, 2019 at 10:00 a.m. and Wednesday, December 18, 2019 at 10:00 a.m.	N/A	Confirmed.
3.	NEW OFFICER TRAINING	COMPENSATION BOARD	The Compensation Board's New Officer Training is scheduled for December 11-13, 2019 at the Virginia Crossings Hotel and Conference Center in Glen Allen. An estimated 95 new officers may attend.	N/A	Noted.
4.	NOTTOWAY COUNTY COSTS FOR HOUSING VCBR OFFENDERS	COMPENSATION BOARD	<p>Staff presents a request for reimbursement of expenses incurred by Nottoway County for the expense of confining residents of the Virginia Center for Behavioral Rehabilitation arrested for new offenses and held in Piedmont Regional Jail for the months of June, 2019 and July through September, 2019 (1st quarter of FY20). In accordance with budget language approved in Chapter 854, and based upon numbers of offenders housed, days housed and rates paid by the County in the 4th quarter of FY19 and the 1st quarter of FY20, staff recommends approval of payment to Nottoway County in the amount of \$46,561.46. The maximum reimbursable amount in FY20 for expenses incurred from June, 2019 through May, 2020 is \$100,000.</p> <p>Staff also presents a summary of total expenses incurred by the County for confining residents of VCBR at the Piedmont Regional Jail and amounts reimbursed by the Compensation Board in FY19.</p>	\$46,561.46	Approved payment of \$46,561.46 to Nottoway County for June, 2019 and the first quarter of FY20.
5.	JAIL COST REPORT	COMPENSATION BOARD	Staff presents the FY2018 Jail Cost Report.	N/A	Approved.
6.	MENTAL ILLNESS IN JAILS REPORT	COMPENSATION BOARD	Staff presents the 2019 Mental Illness in Jails Report.	N/A	Review ongoing, informal approval anticipated by November 1, with formal approval deferred to the November board meeting.

OTHER MATTERS

NEW BUSINESS:

			REGULAR DOCKET		
	<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
7.	CONSTITUTIONAL OFFICER ASSOCIATION PRESIDENTS	COMPENSATION BOARD	Congratulations and thank you letters to incoming and outgoing presidents of the Virginia Association of Regional Jails, Virginia Circuit Court Clerks' Association, Virginia Association of Commonwealth's Attorneys, Commissioners of the Revenue Association of Virginia, Treasurers' Association of Virginia, and Virginia Sheriffs' Association.	N/A	Approved.
8.	TECHNOLOGY TRUST FUND STATUS	COMPENSATION BOARD	<p>Collections: FY20 collections for July through September totaled \$1,826,590.04, an increase of 10.8% compared to the same period of collections in FY19.</p> <p>Expenditures: FY20 year-to-date Clerk's expenditures through 10/22/19 totaled \$832,754.06 or 15% of budgeted Technology Trust Funds.</p> <p>Projections: Based on current collections, FY20 TTF total collections would be approximately \$7.31 million, an increase of 16.3% compared to FY19 collections.</p>	N/A	Noted.

**CLOSED MEETING
COMPENSATION BOARD DOCKET #20/04
October 23, 2019**

NO CLOSED MEETING.

1) **MOTION FOR “CLOSED MEETING” by Chairman Tyrone Nelson. (_____ seconded the motion).**

- ☐ Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- ☐ Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

MOTION BY CHAIRMAN (vacant): I move to certify that only public business exempt from the Act was discussed.
(_____ seconded the motion.)

Tyrone Nelson, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

AND

MOTION BY CHAIRMAN (vacant): I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (_____ seconded the motion.)

Tyrone Nelson, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.

FOR YOUR INFORMATION NONE.

Public Body: Compensation Board
Date: October 23, 2019
Time: 10:00 a.m.
Location: Compensation Board Conference Room
Oliver Hill Building, 102 Governor Street
Richmond, VA 23219
Members: Tyrone Nelson, Chairman (present)
Craig Burns, Ex Officio member (absent)
Martha Mavredes, Ex Officio member (present)

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